



**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

**PENSION** – Contributory Pension Scheme – Introduced with effect from 1-9-2004 – Further orders – Issued.

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**FINANCE (PENSION-I) DEPARTMENT**

**G.O. Ms. No. 655**

**Dated: 22-9-2004**

Read the following:

1. G.O. Ms. No. 653 Finance (Pension-I) Department, dt. 22-9-2004
2. G.O. Ms. No. 654 Finance (Pension-I) Department, dt. 22-9-2004

**ORDER:**

**APUS**

In the Government Orders read above, Government have introduced a new Contributory Pension Scheme based on Defined Contributions for all the employees, who are recruited on or after 1-9-2004. In order to implement the Contributory Pension Scheme, the following further orders are issued:

- (i) It is mandatory for all the new employees, who are recruited on or after 1-9-2004 to become members of the Scheme. Each employee will pay a monthly contribution of 10% of the Basic Pay and DA from his salary to the Contributory Pension Scheme.
- (ii) A matching contribution will be made by the State Government for each employee, who contributes to the scheme.
- (iii) The contribution towards Contributory Pension Scheme shall be recovered from the salary of the employees every month as is done now for General Provident Fund.
- (iv) Accountant General (A&E) Andhra Pradesh, Hyderabad will maintain the accounts for the Contributory Pension Scheme as in the case of General Provident Fund. Index numbers to the employees who join the Contributory Pension Scheme will be allotted by Accountant General (A&E) A.P. Hyderabad on receipt of applications from the Heads of the Departments/Heads of Offices in the prescribed form annexed to this order (Annexure-I). Index numbers will be in separate types or series for (i) Government employees (ii) Employees of Aided Educational Institutions and (iii) Other employees.
- (v) Nomination has to be filed at the time of admission and has to be revised upon marriage of the subscriber and thereafter once in five years. Necessary entry to the

effect of filing the nomination along with name of nominee(s) should be noted in the Service Register on the concerned employee.

(vi) Schedule of recovery to be attached to the Pay bill showing the Contribution to Pension Scheme has been prescribed separately for Government employees as in Annexure II and the employees of the Aided Educational Institutions as in Annexure III. Each Drawing and Disbursing Officers should prepare the schedule and enclose along with the Pay Bill.

(vii) The amount recovered from the Pay Bill shall be credited to the following new Deposit Head of Account by the Pay and Accounts Offices / Treasuries / Sub-Treasuries **in respect of Government employees.**

I. Small Savings, Provident Fund etc. – (c) Other Accounts  
8011. Insurance and Pension Funds  
M.H. 106 – Other Insurance and Pension Funds  
SH (04) A.P. State Government employees Contributory  
Pension Scheme (to be opened)  
001 – Employees Contribution  
002 – Government Contribution

(viii) The amount recovered **in respect of employees of Aided Educational Institutions should be credited to:**

8011 – Insurance and Pension Funds  
MH 106 – Other Insurance and Pension Funds  
SH (05) A.P. Aided Educational Institution Employees  
Contributory Pension Scheme (to be opened)  
001 – Employees Contribution  
002 - Government Contribution

(ix) The recovery schedules attached to the Pay bills by the Drawing and Disbursing Officers shall be removed and handed over to Accounts Officer, Fund Management, Office of the Accountant General (A&E), Hyderabad in a separate cover by Treasury Officers / Pay and Accounts Officers every month.

(x) The reasons for non-recovery from a particular employee in any month should be furnished by the Drawing and Disbursing Officers concerned in the recovery schedule without fail.

2071 –	Pension and other Retirement benefits
01 –	Civil
MH 800 –	Other Expenditure
SH (05)	Contribution to Contributory Pension Scheme of Andhra Pradesh State Government Employees (to be opened)
320 –	Contributions

(xi) The Government contribution and the employees contribution will be adjusted by the Accountant General every month and the total of both contributions have to be transferred to Pension Fund Regulatory and Development Authority or any agency authorized by Pension Fund Regulatory and Development Authority for this purpose on monthly basis after obtaining clearance from Pension Fund Regulatory and Development Authority (PFRDA). The Government contribution to the scheme shall be debited to the following head of account:-

by book adjustment by the Accountant General with reference to the amount contributed by the employees and initially credited to “(8011 –MH 106-SH (04) and (8011 – MH 106 – SH (105))

(xii) Heads of Departments / Head of Offices should get the Index numbers from the Accountant General for all the new employees who have already joined the Government service on or after 1-9-2004 within a month from the date of this G.O. As and when new employees join in future, they should be admitted to this scheme compulsorily by the Heads of Department/ Heads of Offices by promptly applying for allotment of the Index No. to the Accountant General within a month from the date of joining of the new employee.

(xiii) Arrears of subscription to the Contributory Pension Scheme from 1-9-2004 will be deducted from the new employees already joined after 1-9-2004 along with current month subscription (i.e. one Subscription for current month and one additional for subscription arrears.)

(xiv) The Index number allotted by the Accountant General for joining the Contributory Pension Fund Scheme should be entered in the first page of the Service Register with necessary attestation.

***(BY ORDER AND IN THE NAME OF GOVERNMENT OF ANDHRA PRADESH)***

**V. S. Sampath**

**Principal Secretary to Government**

To  
The Principal Accountant General, A.P., Hyderabad.

The Accountant General (Audit), Hyderabad.  
The Accountant General (A&E), Hyderabad.  
The Chief Secretary to Government, Hyderabad.  
Spl. Chief Secretary to Governor of Andhra Pradesh, Hyderabad.  
The Prl. Secy., C.M's. Office, A.P. Secretariat, Hyderabad.  
The Special Secretary to CM  
The Special Secretary to CM  
The E.O. Prl. Secretary to CM  
The Secretary, A.P. Legislative Assembly, Hyderabad  
The Secretary, A.P. Minorities Commission, Hyderabad.  
The Secretary, A.P. Public Service Commission, Hyderabad.  
The Commissioner, A.P. Vigilance Commission.  
The Chairman, Infrastructure Authority, Hyderabad.  
The Resident Commr. & Prl. Secy., A.P. Bhavan, New Delhi.  
The Registrar (Admn.), A.P. High Court, Hyderabad.  
The Administrative Officer, A.P. State Legal Services Authority, Hyderabad.  
The Secretary, A.P. High Court Legal Services Committee, Hyderabad.  
The Secretary, A.P. State Human Rights Committee, Hyderabad.  
The Director, A.P. Judicial Academy, Hyderabad  
The Registrar, A.P. Administrative Tribunal, Hyderabad.  
The Secretary, State Election Commission, Hyderabad.

**Agriculture & Co-operation Dept.**

A.P.C. & Prl. Secy., A & C Dept.  
Secy., (Co-op. & Mktg.)  
Secy.(Agrl.)  
Commissioner and Director of Agriculture, Hyderabad.  
Commissioner for Co-operation and Registrar of Co-operative Societies, Hyderabad.  
The M.D., A.P. State Co-operative Union, Hyderabad.  
The M.D., A.P. State Co-operative Joint Farming and Labour Contract Societies  
Federation Ltd., Hyderabad.  
The Secretary, Co-operative Tribunal, Hyderabad.  
The Director, A.P. State Seeds Certification Agency, Hyderabad.  
Director of Marketing, Hyderabad.  
Commissioner & Director of Horticulture, Hyderabad.  
Commissioner of Sericulture, Hyderabad.

**Animal Husbandry and Fisheries Dept.:**

Prl. Secy., Animal Husbandry Dept.  
Director of Animal Husbandry, Hyderabad.  
Commissioner of Fisheries Dept., Hyderabad.

**B.C. Welfare Dept.:**

Prl. Secy., to Govt., B.C. Wel. Dept.  
Director of B.C. Welfare, Hyderabad.  
The Member Secy., A.P. Commissioner for Backward Classes, Hyderabad.  
The Director, A.P. Study Circle for Backward Classes, Hyderabad.

**Higher Education Dept.:**

Prl. Secy., to Govt., H.E. Dept.  
Commissioner of Technical Education, Hyderabad.  
Secy., State Board of Technical Edn. And Trg., Hyderabad.  
Director of Collegiate Education, Hyderabad.  
Director of Intermediate Education, Hyderabad.  
Secretary, Board of Intermediate Education, Hyderabad.  
Commr., A.P. State Achieves & Research Institute, Hyderabad.  
Director, A.P. Govt. Oriental Manuscripts Library and Research Institute, Hyderabad.  
Director, Telugu Academy.  
Director, Hindi Academy.  
Secretary, A.P. State Council of Higher Edn., Hyderabad.

**School Education Dept.:**

Secretary, School Education Dept.  
Commissioner and Director of School Education, Hyderabad.  
State Project Director, A.P. Primary Education Project, Hyderabad.  
Director, Adult Education, Hyderabad.  
Director for Govt. Examinations, Hyderabad.  
Director, A.P. Govt. Text Book Press, Hyderabad.  
Director, State Institute of Educational Technology, Hyderabad.  
Director of Public Libraries, Hyderabad.  
Director of State Council of Educational Research and Training, Hyderabad.  
Director & Spl. Officer, Jawahar Bal Bhavan, Hyderabad.

**Energy Dept.:**

Prl. Secy., Energy Dept.  
C.M.D., A.P. Genco, Hyderabad.  
C.M.D., A.P. Transco, Hyderabad.  
Chairman & M.D., Central Power Distribution Company of A.P. Ltd., Hyderabad.  
Director of Boilers, Hyderabad.  
Chief Electrical Inspector, Hyderabad.

**E.F.S.&T Dept.:**

Prl. Secy., EFS&T Dept.  
Prl. Chief Conservator of Forests, Hyderabad.  
Director, A.P. Forest Academy, Hyderabad.  
Member Secretary, A.P. Pollution Control Board, Hyderabad.  
Director General, Environment Protection, Training, Research Institute, Hyderabad.  
Curator, Nehru Zoological Park, Hyderabad.  
Member Secy., A.P. State Council of Science and Technology, Hyderabad.

**Finance Dept:**

Prl. Secy., to Govt.  
Prl. Secy.(W&P)

Secretary (R&E)  
Secretary (FP)  
Secretary (IF)  
Commissioner of Small Savings & State Lotteries, Hyderabad.  
Commissioner and Director of Insurance, Hyderabad.  
Director of Treasuries and Accounts, Hyderabad.  
Pension Payment Office, Hyderabad.  
Pay and Accounts Officer, Hyderabad.  
Director of State Audit, Hyderabad.  
Director of Works Accounts, Hyderabad.

**Food, Civil Supplies & Consumer Affairs Dept.:**

Commr.-cum-E.O. Secy.  
Commr. Of Civil Supplies & E.O. Secy., Hyderabad.  
Controller of Legal Metrology, Hyderabad.  
Registrar, A.P. State Consumer Disputes Redressal Commission, Hyderabad.  
Chief Rationing Officer, Hyderabad.

**G.A.Dept.:**

Spl. Chief Secy.  
C.E.O. & E.O. Spl.Chief Secy.  
Prl.Secy.(SAR)  
Secretary (Poll.)  
Secretary (Ser.)  
D.G. (V&E) & E.O. Prl.Secy., Vigilance & Enforcement, Hyderabad.  
Secretary, Tribunal for Disciplinary Proceedings, Hyderabad.  
Director of Information and Public Relations Dept.  
Secretary, A.P.Press Academy. Hyderabad.  
Director General, A.C.B., Hyderabad.  
Director, Protocol Department, Hyderabad.  
Director General, Dr.M.C.R.Human Resources Development Institute of A.P., Hyderabad.  
Director of Translations Dept., Hyderabad.

**Health, Medical and Family Welfare Department:**

Prl.Secy.  
Commissioner of Family Welfare, Hyderabad  
Director of Health, Hyderabad.  
Director of Medical Education, Hyderabad.  
D.G. & Commissioner, A.P.Vaidya Vidhana Parishad, Hyderabad.  
Director, Institute of Preventive Medicine, Public Health Lab, Food(Health) Admn., Hyderabad.  
Director of AIDS Control Project, Hyderabad.  
Director of Insurance Medical Services, Hyderabad.  
Addl. Director General, Drugs Control Administration, Hyderabad.  
Commissioner of Indian Medicines and Homoeopathy, Hyderabad.

Secretary, Selection Committee for Para Medical Institution, Hyderabad.  
Secretary, A.P. Yogadhyayana Parishad, Hyderabad.

**Home Department:**

Principal Secretary to Government  
Principal Secretary to Government  
D.G. & I.G.P., Hyderabad.  
Inspector General of Police, Intelligence Branch, Hyderabad.  
Addl. D.G.P., Crime Branch (C.I.D.), Hyderabad.  
Inspector General of Police, Grey Hounds, Hyderabad.  
Regional Intelligence Officer, Hyderabad.  
Commissioner of Police, Hyderabad.  
Director of Forensic Science Laboratory, Hyderabad.  
Director, Police Communications, Hyderabad.  
I.G.P., A.P. Special Police Battalions, Hyderabad.  
Addl. D.G.P., Special Protection Force, Hyderabad.  
Director, A.P. Police Academy, Hyderabad.  
Addl. D.G.P., Police Transport Organisation, Hyderabad.  
I.G.P., Home Guards, Hyderabad.  
Addl. Director General, Railway Police, Hyderabad.  
D.G. & I.G. of prisons and Correctional Services, Hyderabad.  
Director General of Fire Services, Hyderabad.  
Commissioner, printing, Stationery & Stores Purchase, Hyderabad.

**Housing Dept.:**

Principal Secretary

**Information Technology & Communications Dept.:**

Prl. Secretary  
Spl. Secy. To C.M. & E.O. Secy., IT&C  
Secretary

**Industries & Commerce Dept.:**

Principal Secretary  
Secretary  
Commissionerate of Industries, Hyderabad.  
Commissionerate of Commerce & Export Promotion, Hyderabad.  
Director of Handlooms & Textiles, Hyderabad.  
Director of Mines and Geology, Hyderabad.  
Commissioner & Director of Sugar and Cane Commissioner, Hyderabad.

**Registrar, Institution of A.P. Lokayukta & Upa-Lokayukta, Hyderabad.**

**Irrigation and Command Area Development Dept.:**

Principal Secretary  
Secretary (Irrigation)  
Secretary (Projects)  
Engineer-in-Chief (Irrigation Wing)  
Commissioner, Command Area Development Dept.

C.E., Central Designs Organisation, Hyderabad.  
Director, Ground Water Dept., Hyderabad.  
Commissionerate of Tenders, Hyderabad.  
Director General, WALAMTARI, Hyderabad.

**Irrigation & C.A.D. (Proj. Wing) Dept.:**

E.O. Secretary  
C.E., N.S.R.S. Project.  
C.E., Nagarjuna Sagar Project  
C.E., Sreeram Sagar Project  
C.E., Telugu Ganga Project  
C.E., Tungabhadra Project

**Labour, Employment, Training and Factories Dept.:**

Principal Secretary  
Commissioner of Labour, Hyderabad.  
Commissioner, Employment and Training, Hyderabad.  
Director of Factories, Hyderabad.

**Law Dept:**

Secretary (Legal Affairs)  
Director of Prosecutions, Hyderabad.  
Secretary, State Transport Appellate Tribunal, Hyderabad.

**Law Officers:**

Advocate-General, A.P., Hyderabad.  
Registrar, Special Court, Land Grabbing (Prohibition) A.P., Hyderabad.

**Minorities Welfare Dept.:**

Prl. Secy.  
Director, A.P. Urdu Academy, Hyderabad.

**Mpl. Admn. And Urban Devt. Dept.:**

Prl. Secretary  
Director of Mpl. Admn., Hyderabad.  
Director of Town & Country Planning, Hyderabad.  
Engineer-in-Chief, Public Health, Hyderabad.

**Planning Dept.:**

Prl. Secretary  
Director of Economics and Statistics, Hyderabad.

**Prl. Secy., Public Enterprises Dept.**

**P.R. & R.D. Dept.:**



Prl. Secy  
Secy. (PR)  
Commr., Women Empowerment and Self Employment, Hyderabad.  
Commr., Panchayat Raj and Rural Employment, Hyderabad.  
Commissioner, Rural Development, Hyderabad.

**Revenue Dept.:**

Spl. Chief Secretary  
Prl. Secretary  
Secretary  
Chief Commr. Of Land Administration, Hyderabad.  
Special Officer & Competent Authority Urban Land Ceilings, Hyderabad.  
Commissioner of Commercial Taxes, Hyderabad.  
Commissioner for Disaster Management, Hyderabad  
Commissioner, Survey Settlements and Land Records, Hyderabad  
Commissioner, Settlements and Jagir Administrator, Hyderabad.  
Commissioner, Prohibition and Excise, Hyderabad.  
Inspector General, Registration and Stamps, Hyderabad.  
State Editor, District Gazetteers, Hyderabad.  
Commissioner, Ednowments, Hyderabad.  
Director, Sainik Welfare, Hyderabad.

**Social Welfare Dept.:**

Prl. Secy.  
Secretary  
Commissioner of Social Welfare, Hyderabad.

**Tribal Welfare Dept.:**

Secretary  
Director of Tribal Welfare, Hyderabad.  
Director, Tribal Research & Training Institute, Hyderabad.

**Transport, Roads and Buildings Dept.:**

Prl. Secy.  
Transport Commissioner, Hyderabad.  
V.C. & M.D., A.P.S.R.T.C., Hyderabad.  
C.E.(R&B), Hyderabad.  
Director of State Ports

**Universities:**

Osmania University, Hyderabad.  
S.V. University, Tirupathi  
J.N.T.U., Hyderabad.  
Potti Sreeramulu Telugu University, Hyderabad  
Dr. B.R. Ambedkar Open University, Hyderabad.  
Acharya N.G.Ranga Agricultural University, Ragendra Nagar, R.R.District.  
University of Hyderabad.  
N.T.R.University of Health Science, Vijayawada.  
Andhra University, Visakhapatnam

**Women Development, Child Welfare and Disabled Welfare Dept.:**

Secretary  
Director, W.D.&C.W., Hyderabad.  
Commissioner of Juvenile Welfare and Correctional Services, Hyderabad.  
Commissioner of Disabled Welfare, Hyderabad.

**Youth Advancement, Tourism and Culture Dept.:**

Prl. Secretary  
Director, Cultural Affairs, Hyderabad.  
Commissioner of Archaeology and Museums, Hyderabad.  
Director of Tourism, Hyderabad.  
Director of N.C.C., Hyderabad.  
Director of Youth Services, Hyderabad.

G.O. is available in the Internet can be accessed at the address <http://apts.gov.in/ap.gos>.  
Copy to S.F./S.Cs.

***//FORWARDED :: BY ORDER//***

***SECTION OFFICER***



Annexure – I

GOVERNMENT <input type="checkbox"/>	AIDED EDUCATIONAL INSTITUTIONS <input type="checkbox"/>
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**APPLICATION FOR ADMISSION TO**  
**THE ANDHRA PRADESH CONTRIBUTORY PENSION SCHEME**  
**(G.O.Ms.No. 655 Fianance (Pen-I) Dept dated 22-9-2004)**  
**(To be furnished in Duplicate)**

CPS Index Number (to be allotted by AG (A&E), AP)	<input type="checkbox"/>
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1. Name of the Applicant :
2. Sex \* : Male  Female
3. Martial Status \* : Married  Unmarried
4. Official Designation :
5. Office to which attached :
6. Service to which the applicant belongs :
7. Date of first entry into service :
8. Whether appointed in Government /Aided Educational Institution :
9. Scale of Pay :
10. Basic Pay :
11. Date of Birth :
12. Date of Superannuation :
13. Whether appointment is regular or under Rule 10 (a) (i) of the General Rules for the A.P. State And Subordinate Services :
14. Whether recruited for Pensionable Service : Yes  No
15. Community of the Applicant : SC/ST/BC/MBC/OC   
(For Statistical Purposes only)
16. Nomination :  
(a) Name of the Nominee :  
(b) Age :  
(c) Relationship :
17. C.P.S. Plan opted : Plan-I / Plan-II/Plan-III
18. Remarks, if any :

Signature of the Applicant

Station:

Date :

CERTIFICATE TO BE FURNISHED BY THE HEAD OF THE OFFICE




The Basic Pay entered in the Column 5 of the Statement has been verified with entries in the Service Book and Pay bill.

Signature of the Drawing Officer  
With Designation

**INSTRUCTIONS:**

- a. a. During Non-drawal of Pay and Allowances for any individual “NIL” particulars should be shown in Col. 5 to Col. 8 but, Col.1 to Col. 3 should be filled up without fail.
- b. b. In case of “Transfer to” or “ Transfer from “ other Office, the facts may be mentioned for two consecutive months against the employees’ name.
- c. c. C.P.S. Index Number and Name details should be entered in the first page of the Service Register with necessary attestation.

**HOW TO FILL UP C.P.S. SCHEDULE:**

- 1) Column (2) : CPS Index Number should be given correctly.
- 2) Column (3) : Initial and Name should be furnished as in the Service Register
- 3) Column (5) & (6) : Basic Pay and D.A. should be furnished as per the Pay and D.A. drawn in the particular month.
- 4) Column (8) : (i) Employees Contribution has to be deducted from the Supplementary Bill also. (eg) arrears of Pay, Incremental arrears and D.A. Arrears Consequent on D.A. revision.  
(ii) (ii) Arrears of subscription when recovered in instalments, the instalment number should be noted (eg) .....

**CONTRIBUTORY PENSION SCHEME (Aided Educational Institution)**  
(G.O. Ms. No. 655, Finance (Pen-I) Dept. dated 22-9-2004)

**PAY BILL SCHEDULE OF RECOVERY FOR THE MONTH OF \_\_\_\_\_200**

PAO / District Treasury/Sub-Treasury : D.D.O. :  
Sub-Treasury Code : D.D.O. Code :  
Sub Account No:

Head of Account:

I. Small Savings, Provident Fund etc. – (c) Other Accounts  
8011. Insurance and Pension Funds  
M.H. 106 – Other Insurance and Pension Funds  
SH (05) A.P. Aided Educational Institutions Employees  
Pension Scheme (to be opened)  
001 – Employees Contribution  
002 – Government Contribution

CPS			Plan Type	Basic Pay Rs.	D.A. Rs.	Total Rs.	Employees Contribution		
S.No	Index	No Name					Current	Arrears	
							Rs.	Instal- ment No	Amount (RS)
1	2	3	4	5	6	7	8	9	10

The Basic Pay entered in the Column 5 of the Statement has been verified with entries in the Service Book and Pay bill.

Signature of the Drawing Officer  
With Designation



## **INSTRUCTIONS:**

- d. d. During Non-drawal of Pay and Allowances for any individual “NIL” particulars should be shown in Col. 5 to Col. 8 but, Col.1 to Col. 3 should be filled up without fail.
- e. e. In case of “Transfer to” or “ Transfer from “ other Office, the facts may be mentioned for two consecutive months against the employees’ name.
- f. f. C.P.S. Index Number and Name details should be entered in the first page of the Service Register with necessary attestation.

## **HOW TO FILL UP C.P.S. SCHEDULE:**

- 1) Column (2) : CPS Index Number should be given correctly.
- 2) Column (3) : Initial and Name should be furnished as in the Service Register
- 3) Column (5) & (6) : Basic Pay and D.A. should be furnished as per the Pay and D.A. drawn in the particular month.
- 4) Column (8) : (i) Employees Contribution has to be deducted from the Supplementary Bill also. (eg) arrears of Pay, Incremental arrears and D.A. Arrears Consequent on D.A. revision.  
(iii)(iii) Arrears of subscription when recovered in instalments, the instalment number should be noted (eg) .....